

Miami Township Fire and EMS Operating Procedures



TITLE:

OPERATING PROCEDURES MANUAL

#101

EFFECTIVE DATE:

11/15/2013

DATE AMENDED:

08/24/2015

REVIEW DATE:

02/24/2016

APPROVED BY:

Chief Steve Kelly

This Operating Procedure shall take effect immediately and shall remain in effect until superseded.

PURPOSE

This Manual is to provide an acceptable level of practice for all Miami Township Fire and EMS (MTF&EMS) employees to follow in the performance of everyday functions, activities and operations of the department.

These are not rules, but Procedures to be used under the best of conditions with the optimum resources available. It is important to note that judgment and discretion must be used on all functions, activities and operations of the department.

AVAILABILITY

The Operating Procedures will be made available to all employees of MTF&EMS.

PROCEDURES

Employee Review:

It is the responsibility of all members to familiarize themselves with these Operating Procedures and so that the department can operate as a unit, with all personnel working together in similar fashion. If, at any time, any member does not understand any of the Operating Procedures, that member should ask for appropriate clarification.

Amendments of the Operating Procedures:

The Fire Chief or designee shall prepare amendments or revisions to these Operating Procedures as may be deemed necessary or desirable. These amendments or revisions will be provided to each member.

Absence of an Operating Procedure:

In the absence of an Operating Procedure pertaining to any aspect of the fire department's operation, professional and nationally accepted rules or practices shall be followed.

Savings Provision:

Should any of these Operating Procedures as may be amended, repealed, or supplemented from time to time, be held unlawful, unenforceable, or otherwise invalid, by any judicial or legislative tribunal or competent jurisdiction, then such decision shall apply only to that specific provision. The remaining provisions of these Operating Procedures shall remain effective.